Minutes of Ordinary Meeting of Avon Dassett Parish Council
12th March 2018, 7.30 pm at The Reading Room.

The meeting commenced at 7.30pm

1) APOLOGIES: Mike Blakeman, Councillor Chris Williams.

Present: Trevor Gill (Chairman), Liz Hirst, Martyn Heard, Darrell Muffitt, Councillor John Fielding, Clerk: Helen Hide-Wright.

2) DECLARATION OF INTERESTS: None

3) CONFIRM MINUTES OF LAST MEETING: Proposed: Liz Hirst, Seconded: Martyn Heard. Unanimous. Signed and dated by Trevor Gill.

4) QUESTIONS FROM THE PUBLIC: None.

5) MATTERS ARISING: Liz Hirst confirmed that Dave Hirst can repair the totem pole. Mr Hirst will obtain an estimate for the cost of materials in time for consideration at the next Parish Council meeting. Proposed: Trevor Gill, seconded: Martyn Heard.

6) Adoption of New Councillor Code of Conduct. Martyn Heard gave his signed forms to the Clerk for submission.

7) Annual Review of PC Policies, Standing Orders and key documents: It was agreed to distribute the documents for review, as follows:

Finance: Trevor Gill

Freedom of Information: Trevor Gill

Planning: Mike Blakeman

Communications: Darrell Muffitt (to coordinate with the review being undertaken by Dr Sarah Richardson).

Data Protection Policy will be reviewed after the new law takes effect.

Freedom of information (and Publications): Trevor

Reserves Policy: Trevor Gill

Retention of Documents: Clerk

Fixed Assets: Trevor Gill

Emergency Plan: Martyn Heard

Community

a) Burial Ground (including WALC training). Policies will be reviewed over the next few months following training undertaken by Trevor Gill and the Clerk.

b) Community Policing/Neighbourhood Watch: Nothing to report.

c) Playground – (weekly inspection reports): Signage at £107.23. Proposed: Liz Hirst, Seconded: Darrell Muffitt. Unanimous. **ACTION: Clerk to place order for play area signage.**

Update on new equipment. Liz Hirst confirmed that she will provide a full update at the next PC meeting.

Update on current situation (see point h).

d) Superfast Broadband. The Parish Council has received conflicting information from the various agencies involved. Clarification will be sought from Leigh Hunt at Warwickshire County Council. **ACTION: Trevor Gill to contact Leigh Hunt for an update re Broadband.**

e) Post Office: Nothing to report.

f) Village Communications and website: Dr Sarah Richardson is putting together a communications plan across the village. She has advertised the review through the Compton Chronicle and is proposing to contact the Chairs and coordinators of village clubs and societies to invite them to attend a meeting to discuss the issues. Darrell Muffitt confirmed that there have been a number of entries for the Soap Box Derby who have found details about the event through the website. The date of the Soap Box Derby is 23 June 2018; entries close 28 May.

g) War Memorial: Nothing to report.

h) Sale of land known as the Cricket Field, which we refer to as the Fete Field: A meeting was held with two representatives of Dassett Charities, in relation to their purchase of the Field, to discuss the Charities' objectives in buying the land and understand the Trustee's intentions for its future use. As previously minuted, the Parish Council is aiming to ensure the long term availability of the amenity to the community, especially to the Avon Dassett Country Show. The Parish Council has previously considered applying to Stratford DC to register the Field and the Playing Field as Assets of Community Value (ACV) but deferred a decision pending further information.

Darrell Muffitt reported that he and Mike Blakeman attended the meeting and are satisfied that the Trustees of Dassett Charities have long term intentions to continue to use the Field for arable and livestock grazing purposes, which will generate sufficient income to fund the charitable objectives of their original legators. Under the ownership of Dassett Charities, the Field would be made available to the community to continue to site the Country Show and possibly for other occasional village events.

The Particulars of Sale indicate that if the Field were to be sold for development, there is a clawback in place covering 30 years, during which time the current Vendors receive 30% of any uplift in value as a result of the grant of planning consent for either residential or commercial use. Darrell Muffitt reported that he and Mike Blakeman had discussed future development in the light of the Local Plan and concluded that there is no clear need for more rural housing or industry.

The Committee concluded that the meeting had been informative and helpful and that at this stage no action would be taken to apply for an ACV on the Playing Field or the Fete Field.

Trevor Gill thanked Darrell Muffitt and Mike Blakeman for looking into this matter.

i) Insurance Renewal: The renewal is within the ongoing, fixed term contract : Renewal proposed: Darrell Muffitt, seconded: Liz Hirst.

j) Complaint: The Clerk received a complaint from a resident of Bitham Hall regarding people trespassing and allowing their dogs to foul in the grounds. The Clerk advised that the Dog Warden may be able to assist. Dog owners are reminded to pick up dog waste and to stay on Public Rights of Way.

Roads: Traffic, Roads and Drains (Church Hill). Trevor Gill stated that the Parish Council has waited for several weeks for the clearing of the footpath from overgrown trees and shrubs as well as fallen leaves. Councillor Feilding stated that the trees and shrubs are the responsibility of the landowners which in this case, is Bitham Hall. It was suggested that the Parish Council contacts Bitham Hall Residents Committee. In addition Darrell Muffitt noted that the drains are blocked and the grit bins remain empty: **ACTION: Clerk to contact Patch Byrne and request that these issues are dealt with**

k) WCC Lighting Maintenance Contract: The Parish Council considered the information from WCC regarding lighting maintenance. Proposed: Marty Heard, seconded: Darrell Muffitt. Unanimous. **ACTION: Clerk to accept renewal of lighting contract.**

Environment/Maintenance

l) Reading Room Update. Book Library. After discussion, it was decided to approach various organisation to see if they would like the books.

Communication/Administration

8) COUNCIL REPORTS (Appendix A, Appendix B). Councillor Feilding provided his apologies for the meeting on the 9th April.

9) CORRESPONDENCE – Paper copies circulated at meeting. Emails circulated prior to meeting. The new debit card was handed over to Trevor Gill. The Clerk retained the second debit card.

10) PLANNING (Declarations of interests): 18/00364/TREE 3 Hare Cottage: Peach – Fell: No Representation

17/03760/FUL Flat 5 Bitham Hall: Proposed cabin in garden: No Representation.

Speculative planning enquiries. The Clerk confirmed that the Parish Council had received another enquiry seeking the view of the PC upon a speculative planning matter. The Clerk confirmed that she

will issue the standard response which explains that the PC cannot provide planning advice and is only involved in planning consultations after they have become a planning application. **ACTION: Clerk to circulate the standard response.**

11) FINANCIAL STATEMENT (Appendix C).

Payments:	*5.3.18*	*Hide-Wright (Printer Cartridges)*	*198.08*
	5.3.18	*Hide-Wright (Jan/Feb Expenses)*	*5.40*
	5.3.18	*Stocks Signs*	*107.23*
	5.3.18	*Zurich Insurance Renewal*	*483.75*
	Total Payments		***794.46***

Payments approved. Proposed: Trevor Gill, seconded: Darrell Muffitt. Unanimously approved.

Debit Card Application: The cards have arrived, were given to Trevor Gill and retained by the Clerk.

Audit: The audit meeting has been booked for the 27th April.

12) MEMBER REPORTS: Trevor Gill has qualified as an internal auditor.

13) DATE OF MEETINGS in 2018: 9th April, 14th May, 4th June, 2nd July, 3rd Sept, 1st Oct, 5th Nov, 3rd Dec 2018.The date for the May meeting is to be confirmed. The June meeting is likely to be cancelled due to the date change in May."

Appendix A.

Avon Dassett Parish Council 12th March 2018: County Councillor's Report: Cllr Chris Williams, Kineton & Red Horse Division – WCC

COUNCIL BUDGET – After a lengthy debate on 6nd February, the decision was finally taken to increase the Council Tax to 4.99% this year. The County Council's finances are in a sound state (unlike our neighbours - Northamptonshire) having been well managed over the past 10 years. Mandatory services have been maintained despite a 30% reduction in staffing and an equivalent reduction in Budget.
Generally, Warwickshire is performing well. Unemployment is 2.9% compared with a national average of 4.5%, productivity is 10% higher than the West Midland average, business base has grown by 5% in the last 12 months and there are now 25,585 businesses registered in Warwickshire. Warwickshire is a popular county in which to live. As well as wealth creation, the expanding population and hence housing numbers brings its problems to the infrastructure especially traffic on our roads. The budget set out to maintain the growth in Industrial base and at the same time invest in the Health and Well-Being of the residents.

Warwickshire's total budget is £342,532,013 (£469,728,105 if you add in the schools) £132,594,995 is spent on Adult Care and £56,698,493 is spent on Children's Welfare i.e Fostering, Adoption and Safeguarding. There will be further investments in Infrastructure Planning, Mental Health and Broadband improvement.

To continue the strong financial position of the County Council as well as maintaining growth and the well-being of the less well off an increase in revenue of £45 million is required over 2 years. Departments will save £25million; increase in housing numbers will produce £9million; and the 4.99% increase in Council Tax this year, a further £10 million. Any shortfall will be taken from reserves (this will be predominately for one off items). **This year there will be no reduction in any of our front line services.**

Highways - This last month has seen some unprecedented bad weather and once again credit must go to the Gritting team for their round the clock operations. Communities have rallied to the emergency and in particular 4X4 drivers and farmers have responded to calls for help. One of the consequences will be the deterioration in some of the roads and an increase in potholes. Please continue to report the bad ones but expect a delay in their repair as the teams prioritise work across the whole of Warwickshire.

Health & Well-Being – So far this year has not been a good year for Health and Well-Being. There has been much Flu type sickness which has stretched all the medical facilities and the cold weather has affected many of our older residents. Loneliness is a major concern. One Parish Council I cover is considering a village, "Visiting the lonely initiative" which you might like to consider as a whole village project. Warwickshire Health and Well-Being Board meet regularly and integrated working within the County is top of their agenda.

Appendix B: District Council Report 1st March 2018: John Feilding

The Overview and Scrutiny Committee met twice 24 January and 7 February since my last report.

I am giving a summary of various presentations

Sustainability and Transformation Plan

Prof Hardy provided an update on the Sustainability and Transformation Plan (STP) since his previous presentation in April 2017, which began by referencing the renamed strapline of 'Better Health, Better Care, Better Value'.

Prevention and self-help, and the education of such, were seen as fundamental to the Plan, thereby reducing the amount of people requiring hospital care. 2021 was being targeted as the 'Year of Wellbeing' to be further promoted by Coventry's year as UK City of Culture, with the assurance that the wider area would also benefit.

In regard to Primary Care and General Practice (GP) resilience, it was noted that there was a shortage of GP's across the UK, and in Warwickshire there were many GP's reaching retirement, leading to vacancies. The current trend was in contrast to previous years whereby many newly qualified GP's chose to set up Partnerships, whereas the recent shift was now towards paid salary and part time working hours, bringing further challenges.

South Warwickshire Clinical Commissioning Group

In regard to the Commissioning Intentions for 2017-2018, Ms Willetts gave an overview of the work undertaken during 2017 in order to ensure it met the requirement to publish the Commissioning Intentions by 30 September that year. The key areas of work identified through the Commissioning Intentions document under each of the three cornerstones of SWCCG's Strategic Plan were:

- Out of Hospital – focus on prevention and self-care;
- Personalisation – increased collaborative working for those with complex needs;
- Specialist Provision – delivery models for acute specialities and a review of elective pathways;

Warwickshire Police and Crime Commissioner

It was reported that the county-wide Gypsy and Traveller Protocol had been signed by all but one of the Warwickshire Councils, which ensured a coordinated response to the rise in unauthorised camps over the past two years. The authorised site located in North Warwickshire meant that notices could be served under the Section 61 and 62 of the Criminal Justice and Public Order Act 1994 where unauthorised camps were set up.

It was noted that the prevention of crime was crucial, and the benefit of Neighbourhood Watch and Community Speed Watch schemes were highlighted. At a recent meeting organised by the PCC, representatives from Warwickshire and West Mercia Road Safety Partnership and those running Community Speed Watch schemes, came together to review operations and communications between all agencies and how they could be improved going forward to continue to play a vital part in reducing road casualties.

On the 7 February OSC received a report for the Chief Planning officer on his department. It is one of the best performing department in the country. However, we did raise concern over delays in registering application.

The Committee has agreed that forthcoming business should include a briefing from Warwickshire Rural housing on putting an Affordable Scheme together. Also, we are very concerned about Orbit treatment of their tenants.

Appendix C: FINANCIAL STATEMENT March 2018, Avon Dassett Parish Council:

Balance at close of business 28th February 2018

Current Account	£	8,338.74
Savings Account	£	12,833.74* Ring fenced funds and interest received.

Bank Transactions

Current Account		**Chq/SO/DD/TRF/FPI**	**In**	**Out**
4 Jan 18	Precept (Mowing rebate)		509.09	
5 Jan 18	1397	Chq		133.60
22 Jan 18	NPower	DD		31.00
23 Jan 18	Salary (Jan)	TRF		306.66
23 Jan 18	Expenses (Jan)	TRF		40.80
24 Jan 18	Warks Pension Fund	SO		73.99
24 Jan 18	Warks Pension Fund	SO		17.85
20 Feb 18	Salary (Feb)	TRF		306.66
21 Feb 18	Npower	DD		31.00
26 Feb 18	Warks Pension Fund	SO		91.84

Deposit Account	**In**	**Out**
9 Jan 18	0.51	
9 Feb 18	0.55	

Payments Authorised From The Meeting

12.3.18	Hide-Wright (Printer Cartridges)	198.08
12..3.18	Hide-Wright (Jan/Feb Expenses)	5.40
12.3.18	Stocks Signs	107.23
12..3.18	Zurich Insurance Renewal	483.75
Total Payments		**£794.46**

New Balances for Ring Fenced Funds:

Description	**Amount**
Neighbourhood Watch	£ 185.00
St John's Steps Appeal Funds	£ 86.19
I.T. Equip & Software	£ 547.55
Play area lease	£ 200.00
Reading Room Maintenance	£ 8,810.00
Playground	£ 250.00
Parish Plan	£ 2,000.00
Village Cemetery	£ 275.00
Village Maintenance	£ 230.00
Defibrillator	£ 250.00
Total	**£12,833.74**

AVON DASSETT PARISH COUNCIL 2017 - 2018 FINANCIAL YEAR
28 February 2018

Precept	Actual			Budget
Receipts				
Precept	£13,050.00			£13,050.00
Bank Interest	£5.80			£0.00
Burial Ground	£0.00			£0.00
Miscellaneous - Funds From Village Functions	£748.00			£0.00
Hire of Reading Room, car park etc	£35.00			£0.00
Mowing Refund From Stratford District Council	£509.09			£0.00
Election Fees Re The Use Of The Reading Room	£620.00			£0.00
Sundry Unbudgeted Receipts	£393.65			
VAT Reimbursement	£1,088.11			£0.00
TOTAL RECEIPTS	**£16,449.65**	**£0.00**	**£0.00**	**£13,050.00**

Payments (Annual expenses)	Actual	Ring Fenced Funds	Net Expenditure	Budget
Reading Room				
Reading Room: Cleaning	£0.00		£0.00	£180.00
Reading Room: Electricity Supply	(£317.00)		(£317.00)	£300.00
Reading Room: Maintenance	(£453.94)	(£272.94)	(£726.88)	£1,000.00
Reading Room: Rates	£0.00		£0.00	£100.00
Total Reading Room	**(£770.94)**	**(£272.94)**	**(£1,043.88)**	**£1,580.00**
Administration				
Staff costs:				
Clerk's Pay	(£3,445.47)		(£3,445.47)	£4,000.00
Administration Expenses	(£354.72)		(£354.72)	£470.00
ADPC Pension Contribution	(£147.98)		(£147.98)	£0.00
Employee Pension Contribution	(£35.70)		(£35.70)	£0.00
ADPC Training	(£140.00)		(£140.00)	£250.00
Audit Fees	(£195.00)		(£195.00)	£200.00
Data Protection	(£35.00)		(£35.00)	£0.00
Election Fees	£0.00		£0.00	£0.00
Councillors' expenses	£0.00		£0.00	£0.00
WALC subscriptions	(£95.26)		(£95.26)	£100.00
Insurance	(£472.36)		(£472.36)	£600.00
Total Administration	**(£4,921.49)**	**£0.00**	**(£4,921.49)**	**£5,620.00**
Village Maintenance				
Street Light Maintenance	£0.00		£0.00	£0.00
Street Light Electricity Supply	(£485.31)		(£485.31)	£750.00
Village Maintenance & Mowing	(£2,440.79)		(£2,440.79)	£2,500.00
Tubs Etc	(£133.60)		(£133.60)	£250.00
Total Village Maintenance	**(£3,059.70)**	**£0.00**	**(£3,059.70)**	**£3,500.00**
Playground				
Playground Lease	(£100.80)		(£100.80)	£100.00
Playground Equipment and Repairs	(£325.50)		(£325.50)	£250.00
Playground General Maintenance	£0.00		£0.00	£250.00
Total Playground	**(£426.30)**	**£0.00**	**(£426.30)**	**£600.00**
Communications & IT Expenditure				
Website	(£224.14)		(£224.14)	£400.00
Communications & Surveys	£0.00		£0.00	£0.00
IT Software & Hardware	(£775.42)		(£775.42)	£200.00
Total Communications & IT Expenditure	**(£999.56)**	**£0.00**	**(£999.56)**	**£600.00**
Miscellaneous				
Coffee Morning Expenses & Xmas Gathering	£0.00		£0.00	£150.00
Other - Section 137	£0.00		£0.00	£0.00
Community Projects	(£50.00)		(£50.00)	£1,000.00
Total Miscellaneous	**(£50.00)**	**£0.00**	**(£50.00)**	**£1,150.00**
Total Payments	**(£10,227.99)**	**(£272.94)**	**(£10,500.93)**	**£13,050.00**
Total Receipts	**£16,449.65**			
Net Cash Flow	**£6,221.66**			

Ring Fenced Funds

	01 April 2017	Deposits	Withdrawls	28 February 2018
Defibrillator	£250.00	£0.00	£0.00	£250.00
St John's Steps Appeal Funds	£359.13	£0.00	(£272.94)	£86.19
IT Equipment & Software	£542.27	£5.28	£0.00	£547.55
Playground Lease Grant	£200.00	£0.00	£0.00	£200.00
Neighbourhood Watch	£185.00	£0.00	£0.00	£185.00
Village Cemetary	£275.00	£0.00	£0.00	£275.00
Reading Room Maintenance	£8,310.00	£500.00	£0.00	£8,810.00
Parish Plan	£2,000.00	£0.00	£0.00	£2,000.00
Playground Maintenance	£250.00	£0.00	£0.00	£250.00
Village Maintenance	£230.00	£0.00	£0.00	£230.00
Deposit Account Balances As At:	**£12,601.40**	**£505.28**	**(£272.94)**	**£12,833.74**